



**COUNTY OF SAN DIEGO
VOLUNTEER REPORT FORM
PERIOD JULY 1, 2013 - JUNE 30, 2014
Deadline: July 18, 2014**

1. DEPARTMENT INFORMATION:

Department: Probation
Division/Unit: Volunteer

2. VOLUNTEER PROGRAM BENEFITS:

a. GENERAL VOLUNTEERS (this section should include community volunteer, student intern, groups, corporations, etc).

No. of Vol.	650	Hours	12,300	X	\$22.55	=	\$277,365.00
-------------	-----	-------	--------	---	---------	---	--------------

Types of work performed by GENERAL VOLUNTEERS in this category:

Case Aide, Assisting with defendant and victim interviews, preparing victim letters, phone contact with probationers, families and victims. Computer work; data entry, PCMS functions, record retrievals, case filing, drug testing, follow up with community resources, mentor, tutor, research/special projects.

b. INSTITUTIONAL VOLUNTEERS (this section should include honor camp inmates, PIC/RETC, GAIN, etc.)

No. of Vol.							
-------------	--	--	--	--	--	--	--

Types of work performed by INSTITUTIONAL VOLUNTEERS in this category:

N/A

3. DONATIONS TO VOLUNTEER PROGRAM:

Please list all donations to the department's Volunteer program including monetary donations and tangible/intangible items. Items such as computers, air time, transportation, books, etc. Please assign a fair market value to each and add to the total value of the donations section.

Item Donated:	_____	Value:	_____
Item Donated:	_____	Value:	_____
Item Donated:	_____	Value:	_____
Item Donated:	_____	Value:	_____
Item Donated:	_____	Value:	_____

TOTAL VALUE = \$0.00

4. VOLUNTEER PROGRAM COSTS:

a. Cost of supervision of volunteers (total hours of direct supervision multiplied by the hourly rate of staff person (s) directly supervising program volunteers.)

Hours 3,690 X Rate \$32.22 = \$118,891.80

b. Cost of program coordination (total hours of program coordination multiplied the hourly rate of coordinator(s)). This section should include coordination of staff, compiling statistics, job description preparation, volunteer placement, recognition, etc.)

Hours 2,080 X Rate \$23.60 = \$49,088.00

c. Other program costs (volunteer training materials/supplies, recognition costs, etc.):

<u>Item</u>	<u>Cost</u>
computer access, e-mail accounts	\$931.50
_____	_____
_____	_____
_____	_____
_____	_____

TOTAL OF OTHER PROGRAM COSTS = \$931.50

d. TOTAL OF VOLUNTEER PROGRAM COST = \$168,911.30
(add 4a, 4b, and 4c)

5. **NET BENEFIT TO DEPARTMENT FROM VOLUNTEER PROGRAM:**

a. Total Dollar Benefits of Volunteers, Item 2d (Page 2)	<u>\$277,365.00</u>
b. Total of Donations to Volunteer Program, Item 3 (Page 2)	<u>\$0.00</u>
c. Subtract Total of Program Costs, Item 4d (Page 3)	<u>\$168,911.30</u>

TOTAL PROGRAM BENEFIT

\$108,453.70

6. **RECRUITING:**

Please describe your recruiting programs:

Recruiting consist of information on the Probation Website, referrals by University and Community College Internship advisors as well as referrals from staff and current and former volunteers.

7. **SPECIAL VOLUNTEER PROGRAM ACTIVITIES/ACHIEVEMENTS:**

Please describe any special activities and/or achievements your program was involved in during the period of this report:

N/A

8. VOLUNTEER PROGRAM GOALS FOR FISCAL YEAR 2014-15:

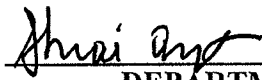
Please describe your program goals. Include activities, number of volunteers, recruitment, training, recognition and other goals:

Revise Volunteer Manual, utilize NeoGov for prospective VIP applications, hold recognition event.

9. GENERAL INFORMATION:

Name of person completing report: Veronica Velez
Phone: (858)514-3123 Mail Stop: P-232 E-Mail: Veronica.Velez@sdcounties.org
Volunteer Coordinator: Same as above
Phone: _____ Mail Stop: _____ E-Mail: _____

10. DEPARTMENT CERTIFICATION:



DEPARTMENT HEAD SIGNATURE

7-21-14

DATE